

Please mail original form to the Registrar's Office. Faxed forms can not be accepted. Thank you.

**SU1-09**

# CENTENARY COLLEGE UNDERGRADUATE PART TIME REGISTRATION FORM (11 credits or less)

SU1-09 STUDENT ID# \_\_\_\_\_

TEL.: \_\_\_\_\_

NAME: \_\_\_\_\_

\_\_\_\_\_ (Home) \_\_\_\_\_ (Business)  
 \_\_\_ Freshman \_\_\_ Sophomore \_\_\_ Junior \_\_\_ Senior \_\_\_ Post-Bac

ADDRESS: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

MAJOR: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

ADVISORS SIGNATURE: (Education Courses Only): \_\_\_\_\_

COURSE #	SECTION	DAYS/TIME	COURSE TITLE	INSTRUCTOR	CREDITS	TUITION
					x \$490	
					x \$490	
					x \$490	

- Are you a previous Centenary College Student? Yes \_\_\_\_\_ No \_\_\_\_\_
- Are you an employee, spouse or dependant of a Centenary employee? Yes \_\_\_\_\_ No \_\_\_\_\_
- Are you a 1986 or earlier Centenary College Alumni? Yes \_\_\_\_\_ No \_\_\_\_\_
- Are you a Senior Citizen (62 or older)? Yes \_\_\_\_\_ No \_\_\_\_\_
- Are you a sworn Law Enforcement Officer majoring in Criminal Justice or Sociology? Yes \_\_\_\_\_ No \_\_\_\_\_

**PAYMENT OPTIONS:**

1. Payments may be made in full.
2. An installment plan with a minimum payment of 50% is available, there is an additional \$15 fee for this plan. The balance for this semester is due 6/08/09. A late payment fee will be charged up to a max. of \$45 if not paid in time. (Collection costs of 30% or more may be added to recover any balances at the end of the semester.)
3. Direct billing applicable only if your employer makes payments directly to the College prior to receiving grades. (Employee voucher is required at time of registration.)

\* Note: all changes to your registration are to be made on an Add/Drop Form available in the Registrar's Office.

**P/T TUITION REFUND SCHEDULE:** Tuition refunds are based on the date the Add/Drop Form is received in the Registrar's Office, whether or not you have attended the class. Part-time students receiving Federal Aid should contact the Financial Aid Office at ext. 2350, before withdrawing or dropping below six (6) credits.

WITHDRAWAL PRIOR TO 5/18/09 = 100%, 5/18 - 5/26/09 = 75%, 5/27 - 6/02/09 = 50%.  
 THERE ARE NO REFUNDS FOR WITHDRAWAL AFTER 6/02/2009.

I have read and agree to abide by the policies on this registration form and those stated in the College catalog.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Lab Fee	
<b>TOTAL</b>	
Installment Fee - Add \$15	
Installment Plan Total	
<b>TUITION ENCLOSED</b>	
Payment Plan Balance due 6/08/09	

**Payment Method:** Check# \_\_\_\_\_ Credit Card: To pay by credit card, go to [www.centenarycollege.edu](http://www.centenarycollege.edu), click on Parents & Family, click on Bursar, click on online payment link, or complete a separate credit card authorization form. **If payment is not received within 72 hours, registration will be cancelled.**

*Summer 1 runs May 18 to June 26, 2009*